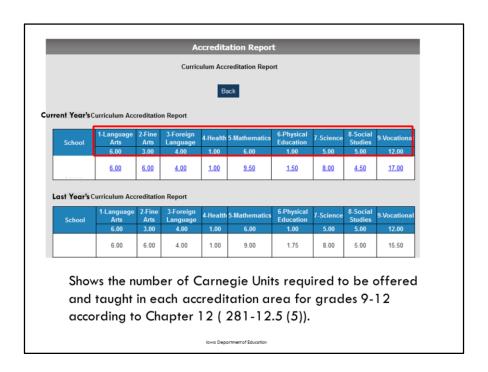


Welcome to the webinar Understanding the Accreditation Report

ACCESSING THE ACCREDITAT	ION REPORT
(1)	Student Reporting in Iowa
HOME ENROLLMENT PROGRAMS/INDICATORS PK/KG REMOVALS COURSES	CE/SW PRE-POPULATED E/W DETAILS
SRI Winter	Go
Application Status	
Application Submitted SRI Feb 18 2015 3:24PM	Certified
Click the Curriculum Accreditation Report Home page in SRI. This report must be certifying.	

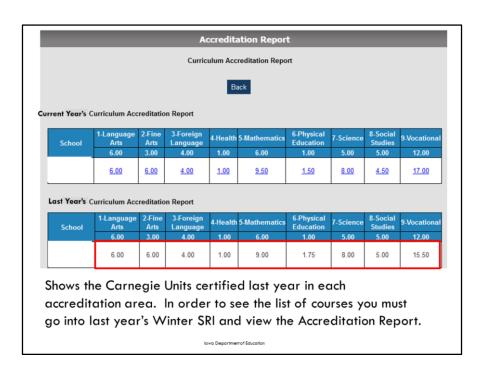
The accreditation report can be accessed from the home page in Winter SRI. Click on the link Curriculum Accreditation Report. This report must be viewed prior to certifying your winter submission. Remember, the curriculum accreditation report is only for grades 9-12.



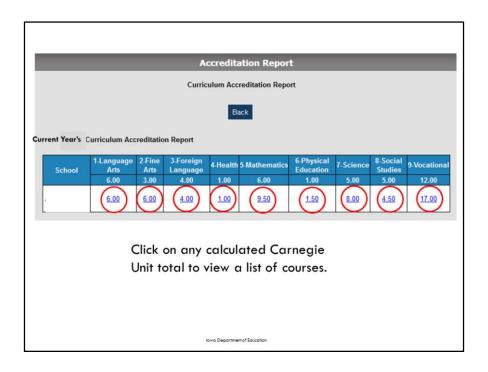
If you look in the blue boxes under each accreditation area you will see the number of Carnegie units required to be offered and taught according to Chapter 12 of Iowa Code.

				В	ack				
Year's	Curriculum Acc	reditatio	n Report	"					
School	1-Language Arts	2-Fine Arts	3-Foreign Language	4-Health	5-Mathematics	6-Physical Education	7-Science	8-Social Studies	9-Vocation
	6.00	3.00	4.00	1.00	6.00	1.00	5.00	5.00	12.00
	6.00	6.00	4.00	1.00	9.50	1.50	8.00	4.50	17.00
st Year's	Curriculum Acc					6.01		00-11	
st Year's School	1-Language Arts	2-Fine Arts	3-Foreign Language		5-Mathematics	6-Physical Education	7-Science	8-Social Studies	
	1-Language	2-Fine	3-Foreign	4-Health	5-Mathematics 6.00		7-Science 5.00		9-Vocation

In the white boxes you will see the number of calculated Carnegie units being taught in each building housing grades 9-12 according to the SRI data that was submitted.



The report also shows the number of Carnegie units your district certified in each accreditation area last year. To view the courses behind the numbers you will need to go to last year's accreditation report in Winter SRI.



The report allows you to view this year's list of courses which make up the calculated Carnegie Unit total in each accreditation area. It is STRONGLY recommended that you click into each area to view the list of courses for accuracy.

VERIFY THE FOLLOWING INFORMATION:

- ✓ The local course title aligns with the SCED code course title (first five digits of SCED code)
- ✓ Carnegie Unit is correct for each course
- Courses are sequenced appropriately so that Carnegie Units are correctly calculated
- ✓ All eligible courses being taught are represented

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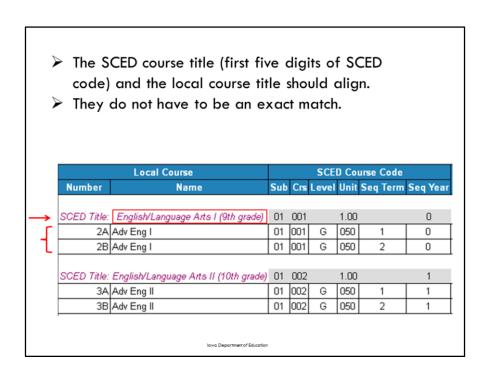
While viewing the list of courses in each area there are four focus areas that you see on the screen.

Imber Name Sub Crs Level Unit Seq ED Title: Computer Applications 10 004 1.00 56 LA IV A 10 004 G 050	Seq Term S	eq Year
56 LA IVA 10 004 C 050		0
50 LA IV A 10 104 G 050	1	0
57 LA IV B 10 004 G 050	2	0
	·	

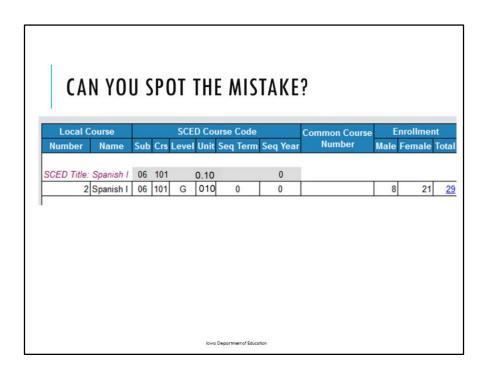
Now let us take a look at these areas through an interactive approach. Can you spot the mistake in the example showing on the screen? Hint...look at the local course title and look at the SCED title.

					•			4.0
	Local Course				and the street	and the state of the state of	se Code	
Number	Name		Sub	Crs	Level	Unit S	eq Term	Seq Year
SCED Title:	Computer Applications		10	004		1.00		0
	6 LA IV A			004	G	050	1	0
	7 LA IV B			004	G	050	2	0
	English / anguago Arts	IV (12th grade)	01	00	4	1.0	0	0
SCED Title:	Lilylish/Language Arts							
	LA IV A	, ,	01	004	4 G	050	1	0

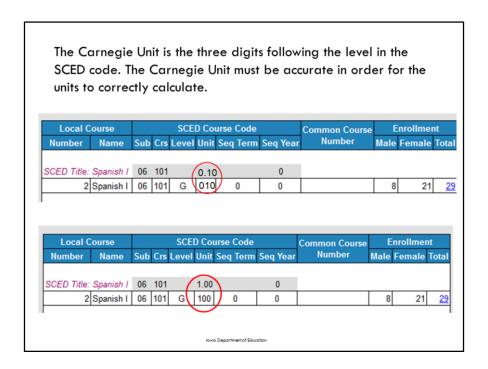
The SCED title associated with the first five digits of the SCED code 10004 is Computer Applications. The local course name is LA IV. I am guessing the first two digits of the SCED code were transposed when entered and the first five digits of the SCED code should be 01004. This correction must be made to the SCED code for the course in the student information system.



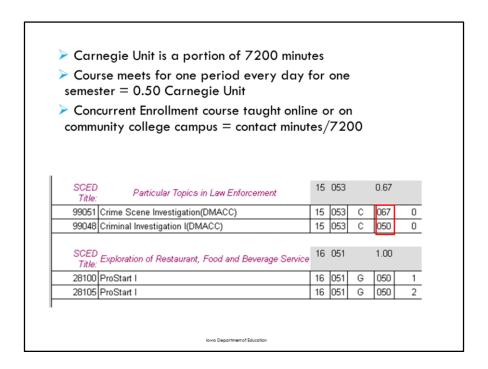
The SCED course title and the local course title should align. They do not have to be an exact match. You see on the screen the example of Advanced English I with a SCED title of English/Language Arts $1-9^{\rm th}$ grade



Can you spot the mistake? I am guessing Spanish I is a year-long course. Look at the Carnegie unit.



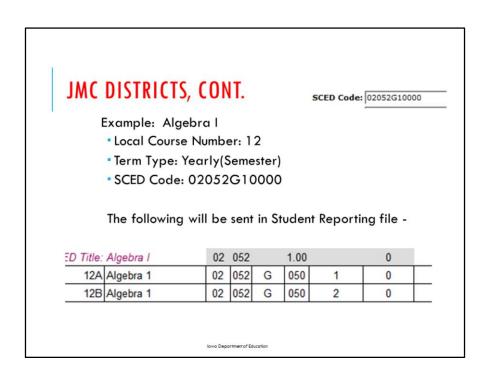
The Carnegie Unit is the three digits following the level, the letter, in the SCED code. The Carnegie Unit must be accurate in order for the units to correctly calculate. In this case the three digits after the level in the SCED code should be 100 instead of 010. Again, this correction must be made to the SCED code of the course in the student information system.



The Carnegie Unit is a portion of 7200 minutes, it does not always represent local credits given to a course. If a course meets for one period every day for one semester it will be half a Carnegie unit. To calculate the Carnegie unit for a concurrent enrollment course taught online or on the community college campus take the contact minutes for the courses divided by 7200. You may get some odd looking Carnegie units but that is to be expected.

JMC DISTRICTS	Term Type: Yearly (Semester) Grade Scale: Regular Block Length: 1										
Courses with a Term Type of											
Yearly(Semester) or Yearly(Trimester)											
 → JMC will send multiple course iterm → Local course number will have → Carnegie Unit in SCED code w → Tenth digit in SCED code will b 	letter appended ill be split accordingly										
lowo Department of Educ	ration										

I want to take a quick minute to call attention to an item for JMC district. If a course in JMC has the Term Type set to Yearly (Semester) or Yearly (trimester), JMC will send multiple course records, one for teach term. A letter will be appended to the local course number, example 57A and 57B. The Carnegie unit will be split accordingly and the SCED code will be sequenced accordingly.



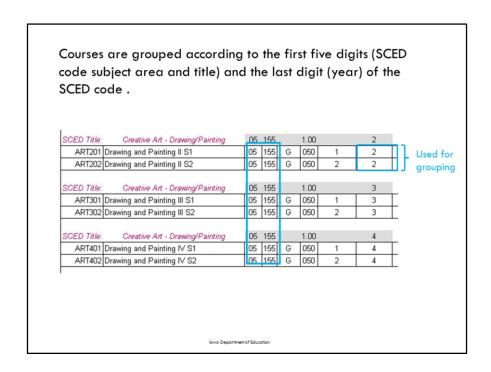
If in your JMC you have an Algebra I course where the Term Type is set to Yearly (Semester) with a SCED code of 02052G10000, two course records will be sent in the file. You will see these two course records on the accreditation report. Notice how each record has a Carnegie Unit of 050 and the two courses are sequenced, the last two digits are 10 and 20. To find this course in your JMC you will look for the local course number without the appended letter. Why do I bring this up? If you happen to have a semester long course but the Term Type is set to be Yearly (Semester), the Carnegie unit may be just half of what you would expect. Please contact JMC to see if they can correct the Term Type for the course.

			ווע	ΞN	HA	L MI	SIAK	(E:
	Local Course			SCE	D Cou	rse Code		Common Course
Number	Name	Sub	Crs	Level	Unit	Seq Term	Seq Year	
SCED Title:	Audio/Visual Production	11	051		0.50		0	
	District Madia 4	11	051	G	050	0	0	
257	Digital Media 1				050		0	
	Digital Media 2	11	051	G	050	•		
		11	051	G	050			***
		11	051	G	10501			
		11	051	G	050			

In this next example I ask that you try to spot the <u>potential</u> mistake. Why do I say potential mistake? In looking at the course titles I see Digital Media 1 and Digital Media 2. If these are sequential courses, you must take Digital Media 1 prior to Digital Media 2, then these two courses should be sequenced so that both courses count for accreditation.

	NCORRECT SEQUENCI NCORRECT CARNEGIE				AL	CULAT	TONS	
	Local Course			SC	ED Co	ourse Code	•	Common Course
Number	Name	Sub	Crs	Leve	el Uni	t Seq Term	Seq Yea	r Number
257	Audio/Visual Production Digital Media 1 Digital Media 2	11	051 051 051	G	0.50 050 050	0 0	0 0 0	
Number	Local Course Name	Sub	Crs		_	urse Code Seq Term	Seq Year	Common Course Number
SCED Title:	Audio/Visual Production	11	051		1.00		0	
	Digital Media 1		051	G	050	1	0	
258	Digital Media 2	11	051	G	050	2	0	

The tenth digit on Digital Media 1 should be 1 and the tenth digit on Digital Media 2 should be 2. Now these two courses will both count towards the calculated Carnegie unit total. If these two courses are the same course just repeated, one is for first semester and one is for second semester, then the coding is accurate.



On the accreditation report courses are grouped according to the first five digits and the last digit, the year. In the example showing on the screen three years of Drawing and Painting are represented.

					rnegi code		
CED Title:	Creative Art - Drawing/Painting	05	155		1.00		2
ART201	Drawing and Painting II S1	05	155	G	050	1	2
ART202	Drawing and Painting II S2	05	155	G	050	2	2
SCED Title	: Woodworking	1	7 00	6	0.33		0
	: Woodworking Ad Wood Tech	_	7 00 7 00	_	0.33	0	0
IT4210		1		6 G		0	

Within the group, the tenth digit determines which Carnegie Units to count towards the calculated total. In the example showing on the screen for Drawing and painting II both courses will count towards the calculated total since they are sequenced 1 and 2. In the example of Wood Tech, only one will count towards accreditation since they both are sequenced as 1. This would be an example of the same course being repeated for second semester. Since the content is the same, only one course counts towards the calculated total. Courses with a tenth digit of 0 will not count towards accreditation unless it is the only course in the group.

	'C	alcı	ula	ted	Tota	al Units	in Pro	gram Area'			
				lated 1	Total	Units in Pr Required	ogram Are	THE RESIDENCE OF THE PARTY OF T			
Local	Course			SCE	D Co	urse Code		Common Course	E	nrollment	
Number	Name	Sub	Crs	Level	Unit	Seq Term	Seq Year	Number	Male	Female 1	ota
SCED Title:	Snanish I	06	101		1.00		0				
	Spanish I A	06	101	G	050	1	0		27	28	55
	Spanish I B	06	101	G	050	2	0		26	28	54
SCED Title:	-	06	102	_	1.00		0				
	Spanish II A	06	102		050	2	0		32 32	31	63
123	Spanish II B	06	102	G	050	2	U		32	30	62
SCED Title:	Spanish III	06	103		1.00		0				
124	Spanish III A	06	103	G	050	1	0		14	20	34
125	Spanish III B	06	103	G	050	2	0		14	20	34
	Snanish IV	06	104	[1.00		0				
SCED Title:	Opamon IV										
SCED Title:	Spanish 4 A	06	104	G	050	1	0		6	14	20

The calculated units for each group are totaled to make the calculated total units in the program area.

Local	Course			SCE	D Cou	ırse Code		Соп
lumber	Name	Sub	Crs	Level	Unit	Seq Term	Seq Year	The Control of the
CED Title:	: Spanish I	06	101		1.00		0	
15001	Spanish I	06	101	G	100	0	0	
CED Title	: Spanish II	06	102		1.00		0	
15002	Spanish II	06	102	G	100	0	0	
CED Title	: Spanish III	06	103		1.00		0	
15003	Spanish III	06	103	G	100	0	0	
SCED Title.	: Spanish (V	06	104		1.00		0	
15004	Spanish IV	06	104	G	100	0	0	

Since the first five digits of the SCED code is only used one time, the courses showing on the screen for Spanish 1 thru Spanish IV do not need to be sequenced. Each course counts towards the calculated total.

Local	Course					urse Code	
Number	Name	Sub	Crs	Level	Unit	Seq Term	Seq Year
SCED Title	: Spanish I	06	101		1.00		0
41210	Spanish I	06	101	G	050	1	0
41215	Spanish I	06	101	G	050	2	0
SCED Title	: Spanish II	06	102		1.00		0
41220	Spanish II	06	102	G	050	1	0
41225	Spanish II	06	102	G	050	2	0
SCED Title	: Spanish III	06	103		1.00		0
41230	Spanish III	06	103	G	050	1	0
41235	Spanish III	06	103	G	050	2	0
SCED Title	: Spanish IV	06	104		1.00		0
41240	Spanish IV	06	104	G	050	1	0
41245	Spanish IV	06	104	G	050	2	0
ir-long course	schedu	led	by	tern	ո <u>m</u> ւ	<u>ust</u> be s	equenc
	le	wa Depa	artment of	Education			

However, if the Spanish courses were scheduled by semester so two different local course numbers are used for each year of Spanish, then the courses would need to be sequenced so the calculated total is correct.

SEQUENCIN	G					
SCED Title: Creative Art - Drawing/Painting	05 155 1	1.00	2_			
ART201 Drawing and Painting II S1	05 155 G C	050 1	2		24	21 45
ART202 Drawing and Painting II S2	05 155 G C	050 2	2		23	17 <u>40</u>
SCED Title: Creative Art - Drawing/Painting		1.00	3			
ART301 Drawing and Painting III S1	1 -	050 1	3		2	6 8
ART302 Drawing and Painting III S2	05 155 G C	050 2	3		1	5 <u>6</u>
SCED Title: Creative Art - Drawing/Painting		1.00	4			
ART401 Drawing and Painting IV S1	-	050 1	4		1	1 2
ART402 Drawing and Painting IV S2	05 155 G (050 2	4		0	1 1
Year long cou sequenced by Multiple year same first five must be seque	y term. Ts of course digits in	rses than the So	t use	the	e	

Year long courses broken into terms must be sequenced by term, the tenth digit. Multiple years of courses that use the same first five digits in the SCED code must be sequenced by year, last digit.

EXAMPLE OF TERM SEQUENCING									
SCED Automotive Mechanics - Comprehensive	20 104 1.00	0							
145245 Shop Fund. & Minor Service	20 104 C 050 1	0	AUT109						
245355 Auto Engine Rebuild	20 104 C 050 2	0	AUT163						
Two courses with different content that use the same first five digits in the SCED code must be sequenced by term. This does <u>not</u> mean one course is a prerequisite of the other.									
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Just because two courses are sequenced does not mean that one is a pre-requisite for the other. In some areas there are a limited number of SCED codes available. Two courses that have completely different curriculum may use the same first five digits of the SCED code. Because the two courses have completely different curriculum, each may count towards the calculated Carnegie unit total and there must be sequenced. The automotive mechanics example showing on the screen depicts this issue.

EXAMPLE OF WHEN <u>NOT</u> TO SEQUENCE									
SCED Applied English and Communications	01 156 0.50 0								
250383 Communication Skills	01 156 C 050 0 0 COM703								
150383 Communication Skills	01 156 C 050 0 0 COM703								
A semester long course taught in both semesters must have the same SCED code. In this case there is no sequencing of term.									
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If however, two courses have the same content then sequencing should not be used. Many times a semester course is repeated second semester so a student has the option of taking the course either first or second semester. In this case the two courses would not be sequenced.

SCED Title:	Composition	01 103		0.50		
144	Composition I	01 103	G	050	0	0
112	Basic Comp	01 103	В	050	0	0
149	Advanced Comp	01 103	Н	050	0	0
	A course taught at difficount as one course. The differs only in the level term needed.	ne SCE	D co	ode		

Courses whose basic content is the same but is taught at different levels should not be sequenced. A student has the option of taking one of the three courses showing on the screen. A student would not take all three since the content is basically the same. These courses should not be sequenced.

EXAMPLE OF TWO COURSES NEEDING THE SAME SCED CODE

	· ·					_	
46091	Bass Clef Choir	05	110	G	025	3	0
46098	Treble Clef Choir	05	110	G	025	3	0
		_	-		-		

Courses with the same content where a student can take either course but not both count as one course and should have identical SCED codes.

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Two courses with "technically" the same content where a student can take either courses but not both should not be sequenced and should have identical SCED codes.

GIVE A SCENARIO WHEN THIS WOULD BE A MISTAKE

Local Course				SCED Course Code				
Number	Name	Sub	Crs	Level	Unit	Seq Term	Seq Year	Number
SCED Title	: Audio/Visual Production	11	051		0.50		0	
257	Digital Media 1	11	051	G	050	0	0	
258	Digital Media 2	11	051	G	050	0	0	

Possible Answer: A year long course broken into two semesters.

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To recap, can you give a scenario when this would be a mistake? Correct, if the course is a year long course broken into two semester.

GIVE A SCENARIO WHEN THIS WOULD **NOT BE A MISTAKE** SCED Course Code **Local Course** Common Course Sub Crs Level Unit Seq Term Seq Year 0.50 SCED Title: Audio/Visual Production 257 Digital Media 1 11 051 G 050 0 258 Digital Media 2 11 051 G 050 Possible Answer: A semester long course that is repeated second semester. lowa Department of Education

Can you give a scenario when this would NOT be a mistake? Correct, if the course is repeated for second semester.

ITEMS TO VERIFY ON THE ACCREDITATION REPORT

- √All <u>eligible</u> courses being taught are represented.
- Concurrent Enrollment courses may only be used to count for accreditation in the Vocational/CTE area.
- > lowa Learning Online courses may be used to count for accreditation with a waiver and only for one year.

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As you are viewing your list of courses for each accreditation area, make sure all eligible courses being taught are represented. As a reminder, concurrent enrollment courses may only be used to meet accreditation if they are of the CTE nature and only in accreditation area 9. Concurrent enrollment courses in math, English, social studies and such may not be used in an accreditation area. Also, lowa Learning Online courses may only be used in an accreditation area if your district has obtained a waiver.

CAN YOU NAME A TYPE OF COURSE THAT MAY NOT BE USED FOR ACCREDITATION?

Can you name a type of course that may not be used in an accreditation area?

THE FOLLOWING MAY NOT BE USED FOR ACCREDITATION:

- **PSEO**
- Non-Vocational Concurrent Enrollment courses
- ➤Transfer in courses
- Independent study courses that are not board approved
- ➤ Correspondence courses
- ➤ Credit recovery courses
- > Specially funded courses (ELL, special education, etc.)
- >Purchased on-line internet based courses (PLATO, E2020, ALEX, etc.)
- A course listed in your district's course guide book but not being taught.

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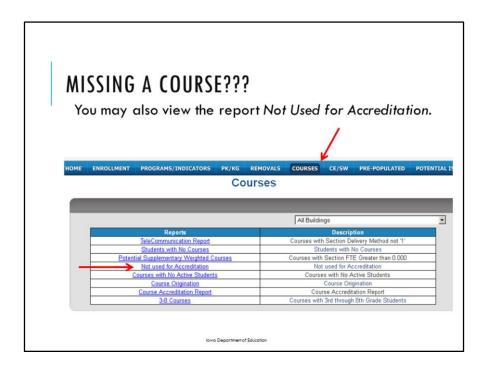
There are several.

MISSING A COURSE?

If a course is missing from an accreditation area, check the accreditation program area field for the course in your SIS. The default setting for Accreditation Program Area is '0' Not Used for Accreditation.

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If you think you are missing a course in your list of courses for an accreditation area, check the accreditation program area field in your student information system. The default setting for this field is 0 Not Used for Accrediation.



SRI has a report where you can view you list of courses that were sent with an accreditationprogram area of 0. In Winter SRI click on the COURSES tab and then click on the report Not Used for Accreditation.

SRI CONSULTANTS-

MARGARET HANSON: 515-281-3214

RACHEL KRUSE: 515-281-4153

GARY KIRCHHOFF: 515-281-6278 CHRIS BIEGHLER: 515-281-3111

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Questions? Please feel free to contact any of us SRI consultants.,